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## REGULAR SEMI-MONTHLY MEETING November 28, 2017

The regular semi-monthly meeting of the Board of Supervisors, Hanover Township, Northampton County, was called to order by Chairman John Diacogiannis at the Hanover Township Municipal Building, 3630 Jacksonville Road, Bethlehem, PA, 18017 at 7:00 P.M.

Present were Supervisors Salvesen, Nagle, Prendeville, Tanczos, Diacogiannis, Engineer Brien Kocher, Solicitor Wendy Nicolosi, and Township Manager John Finnigan.

The Pledge of Allegiance was performed.

Upon motion of Mr. Nagle, seconded by Mr. Salvesen the Board approved the Agenda.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye.

Upon motion of Mr. Nagle seconded by Mr. Salvesen, the Board approved the minutes from the meeting of the Board of Supervisors dated November 14, 2017.

Mr. Salvesen aye, Mr. Nagle abstain, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

Upon motion of Mr. Nagle, seconded by Mr. Salvesen, the Board approved the list of bills and transfers dated November 28, 2017.

Mr. Salvesen aye with the exception of general fund check number 3810 and previous checks 3756, 3761, 3763, 3770, 3775, 3782, 3786, 3791, 3800, 3804 the portions of the proceeds which benefit me, Mr. Nagle aye with the exception of general fund check number 3810 and previous checks 3756, 3761, 3763, 3770, 3775, 3782, 3786, 3791, 3800, 3804 the portions of the proceeds which benefit me, Mr. Prendeville aye with the exception of general fund check number 3810 and previous checks 3756, 3761, 3763, 3770, 3775, 3782, 3786, 3791, 3800, 3804 the portions of the proceeds which benefit me, Mr. Tanczos aye with the exception of general fund check number 3810 and previous checks 3756, 3761, 3763, 3770, 3775, 3782, 3786, 3791, 3800, 3804 the portions of the proceeds which benefit me, Mr. Diacogiannis aye with the exception of general fund check number 3810 and previous checks 3756, 3761, 3763, 3770, 3775, 3782, 3786, 3791, 3800, 3804 the portions of the proceeds which benefit me.

### COURTESY OF THE FLOOR

#### REPORT OF THE CHAIRMAN

Mr. Diacogiannis advised the annual tree lighting is Friday, December 1<sup>st</sup>.

#### REPORT OF THE VICE CHAIR

Mr. Tanczos had nothing to report.

#### SUPERVISOR'S COMMENTS

Mr. Nagle – Road District #1, had nothing to report.

Mr. Diacogiannis– Road District #2, had nothing to report.

Mr. Salvesen – Road District #3, complimented the road crew on leaf collection.

Mr. Tanczos – Road District #4, had nothing to report.

Mr. Prendeville – Road District #5, had nothing to report.

APPOINTMENTS AND RESIGNATIONS – BOARDS, COMMISSIONS AND COMMITTEES

PLANNING & ZONING

ADMINISTRATION

**Workers Compensation Policy Notice & Acknowledgement – Signature Authorization**

Mr. Prendeville moved that the Board authorize the Chairman to sign the notice and acknowledgement regarding trusts with Brown & Brown, in regards to Hanover Township's Workers Compensation Policy.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Resolution 17-15 – Establish schedule of fees for towing and/or storage of vehicles**

Mr. Prendeville moved the Board adopt Resolution 17-15 establishing a schedule of fees for towing and/or storage of vehicles pursuant to the provisions of Article VII Towing of the Township of Hanover Code of Ordinances, and authorize the Chairman and Township Secretary to sign the Resolution.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Resolution 17-16 – Establish schedule of fees for Hanover Township**

Mr. Prendeville moved the Board adopt Resolution 17-16 establishing the schedule of fees for Hanover Township effective January 1, 2018, and authorize the Chairman and Township Secretary to sign the Resolution.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Resolution 17-17 – Establish sign fee schedule**

Mr. Prendeville moved the Board adopt Resolution 17-17 establishing the sign fee schedule, for the repair & replacement of Township signs damaged by motor vehicle accident & vandalism, and authorize the Chairman and Township Secretary to sign the Resolution.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Resolution 17-18 – Approved Third-Party Agency List**

Mr. Prendeville moved the Board adopt Resolution 17-18 updating the Approved Third – Party Agency List, in accordance with the provision of Ordinance 04-07, and authorize the Chairman and Township Secretary to sign the Resolution.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Resolution 17-19 – Establish schedule of fee for removal of high grass and weeds**

Mr. Prendeville moved the Board adopt Resolution 17-19 establishing the schedule of fees for removal of high grass and weeds, for enforcement of Chapter 89-2, and authorize the Chairman and Township Secretary to sign the Resolution.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Resolution 17-20 – Berkheimer**

Mr. Prendeville moved the Board adopt Resolution 17-20 authoring the execution of an agreement with Berkheimer, whereas Berkheimer is appointed as the deputy tax collector for the collection of real estate taxes.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Resolution 17-21 – Money Purchase Pension Plan**

Mr. Prendeville moved the Board adopt Resolution 17-21 replacing Resolution 2006-19 and 2012-22, establishing a money purchase plan for the employees of Hanover Township.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**H.A. Berkheimer Agreement – Signature Authorization**

Mr. Prendeville moved the Board authorize the Chairman to sign the agreement between Hanover Township Northampton County and H.A. Berkheimer, Inc.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Comprehensive Plan Review & Inspection Services Agreement – Codemaster Inspection Services, Inc.**

Mr. Prendeville moved the Board authorize the Chairman and Township Secretary to sign the Comprehensive Plan Review & Inspection Services Agreement between Hanover Township and Codemaster Inspections Services, Inc.

Mr. Tanczos seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

DEVELOPMENTS

**Lehigh Valley Corporate Center Phase II Lot 13 – Adult Daycare Facility, 3365 High Point Boulevard Extension**

Mr. Salvesen moved the Board grant the developer of LVCC II – Lot 13, 3365 Highpoint Blvd. an extension to June 13, 2018 to complete the improvements per their letter dated November 22, 2017, and authorize the Township Secretary to notify the developer of the Board’s actions.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**Lehigh Valley Corporate Center Phase II Lot 13 – Adult Daycare Facility, 3365 High Point Boulevard Security Release No. 1**

Mr. Salvesen moved the Board grant the Security Release Request No. 1, for Lehigh Valley Corporate Center Phase II Lot 13 – Adult Daycare Facility, 3365 High Point Boulevard, in the amount of \$787,949.25 resulting in a security balance of \$87,529.12. This reduction is conditioned upon the following:

1. The Developer acknowledges the security provided for all improvements will remain in force at a minimum of \$87,529.12 for the remaining work, plus contingencies.
2. The Developer adheres to Township Policy 25 (payment of Plans & Appeals Accounts).

And authorize the Township Secretary to notify the developer of the Board's actions.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**LVIP IV, Lot 55 / 56 Freshpet Manufacturing Addition, Phase I, Security Release**

Mr. Salvesen moved the Board grant the developer Security Release Request No. 1, for LVIP IV, Lot 55 / 56 Freshpet Manufacturing Addition, Phase I, in the amount of \$202,290.44 resulting in a security balance of \$57,101.85. This reduction is conditioned upon the following:

1. The Developer acknowledges the security provided for all improvements will remain in force at a minimum of \$57,101.85 for the remaining work, plus contingencies.
2. The Developer adheres to Township Policy 25 (payment of Plans and Appeals Accounts).

And authorize the Township Secretary to notify the developer of the Board's actions.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**LVIP IV, Lot 55 / 56 Freshpet Manufacturing Addition, Phase II, Security Release**

Mr. Salvesen moved the Board grant the developer Security Release Request No. 1 for LVIP IV, Lot 55 / 56 Freshpet Manufacturing Addition, Phase II, in the amount of \$528,516.40, resulting in a security balance of \$105,315.08. The reduction is conditioned upon the following:

1. The Developer acknowledges the security provided for all improvements will remain in force at a minimum of \$105,315.08 for the remaining work, plus contingencies.
2. The Developer adheres to Township Policy 25 (payment of Plans and Appeals Accounts).

And authorize the Township Secretary to notify the developer of the Board's actions.

Mr. Nagle seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

**COURTESY OF THE FLOOR**

Karen Duerholtz of CodeMaster Inspection Services, thanked the Board for passing the Resolution to continue using CodeMaster as a third party agency.

**STAFF REPORTS**

Mr. Kocher – Engineer – Had nothing to report.

Ms. Nicolosi – Solicitor – Had nothing to report.

Mr. Milite – Public Works Director – Mr. Milite reported leaf collection will continue through December 8<sup>th</sup>, and then the staff will reevaluate.

Mr. Finnigan – Township Manager – Mr. Finnigan asked for a motion for the Proclamation honoring Karen VanWhy.

Mr. Nagle moved that the Board adopt Proclamation 17-2 honoring Karen VanWhy on 25 years as EMS Captain.

Mr. Prendeville seconded the motion.

Mr. Salvesen aye, Mr. Nagle aye, Mr. Prendeville aye, Mr. Tanczos aye, Mr. Diacogiannis aye

Upon motion of Mr. Salvesen the Board adjourned at 7:20 PM.

Elizabeth D. Ritter  
Township Secretary